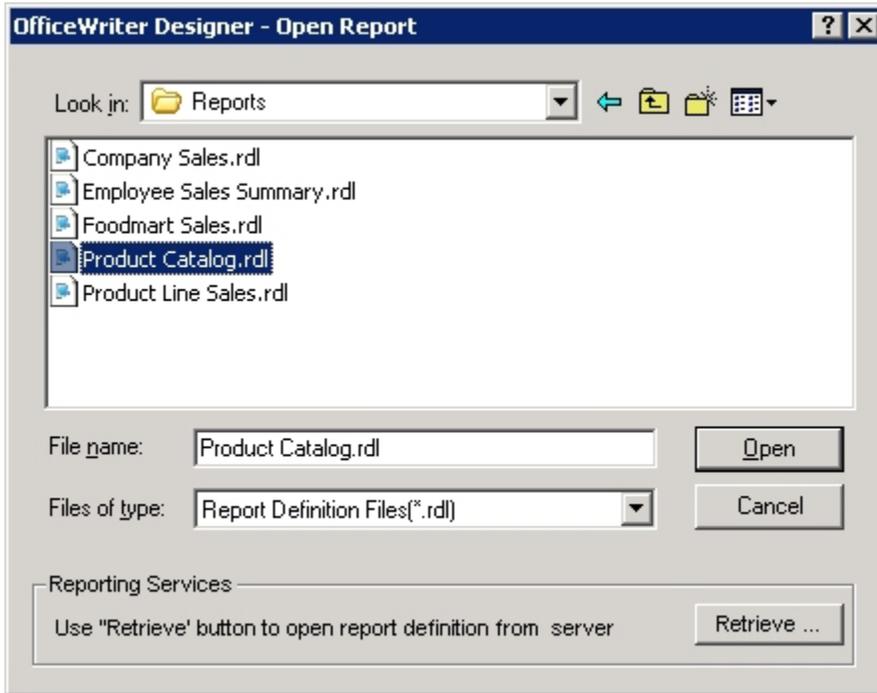


OfficeWriter Designer for Word - Open Report

The **Open Report** dialog opens when you click the **OfficeWriter Designer for Word's Open Report** button. It allows you to open report definition files (.rdl files) that have already been created and saved. These can be reports created with OfficeWriter Designer or with other .rdl tools, such as Visual Studio. A report file contains reporting information like queries and fields along with any Word functionality you added.



To open a report definition file saved locally:

1. Click **Open Report** on the OfficeWriter toolbar.
2. Make sure that **Report Definition Files (*.rdl)** appears in the file type box.
3. Browse to the folder that contains the .rdl file.
4. Select the .rdl file and click **Open** .



You will not be able to open reports built in the Office Open XML file format (.docx) from Word 2003

To open a report definition file saved on the report server:

1. Click **Open Report** on the OfficeWriter toolbar.
2. Click **Retrieve** to open OfficeWriter's Report Browser.
3. In the **Domain or Server URL** field, enter the path to your Reporting Services server (for example <http://MyReports/ReportServer>).
4. Click **Refresh**. OfficeWriter will display the folders available on the server.
5. Navigate to the folder that contains the .rdl file.
6. Click Ok.

See Also

[Create a Word Report From an Existing RDL](#)

[Adding a Template to an Existing Report Definition](#)